

**United States Department of the Interior
Bureau of Land Management**

State of California

Carrizo Plain National Monument Advisory Committee

CHARTER

1. OFFICIAL DESIGNATION: Carrizo Plain National Monument Advisory Committee (Committee).

2. COMMITTEE OBJECTIVES AND SCOPE: Provide counsel and advice to the Secretary of the Interior (Secretary) through the Bureau of Land Management (BLM), with respect to the revision and implementation of the comprehensive plan for the Carrizo Plain long-range management plan developed in accordance with the Federal Land Policy and Management Act (FLPMA) of 1976.

3. PERIOD OF TIME NECESSARY FOR THE COMMITTEE'S ACTIVITIES: Since its functions are related to continuing BLM responsibility for the management of public lands and resources in the Carrizo Plain National Monument (Monument), the need for the Committee is expected to continue indefinitely. However, Committee continuation will be subject to periodic review and renewal every 2 years as required by Section 14(b) of the Federal Advisory Committee Act (FACA) of 1972, 5 U.S.C. Appendix.

4. OFFICIAL TO WHOM THE COMMITTEE REPORTS: The Designated Federal Officer (DFO) to whom the Committee reports, unless otherwise noted, is:

Field Manager
Bakersfield Field Office
Bureau of Land Management
3801 Pegasus Drive
Bakersfield, California 93308

5. ADMINISTRATIVE SUPPORT: Administrative support for activities of the Committee will be provided by the office of the DFO.

6. DUTIES OF THE COMMITTEE: Committee duties and responsibilities are advisory only and are as follows:

- a. Develop recommendations for BLM regarding the revision and implementation of the management plan for the Monument. Among these responsibilities are, at the request of the DFO, to gather and analyze information, conduct studies and field examinations, and hear public testimony.

- b. Except for purposes of long-range planning and the establishment of resource management priorities, the Committee shall not provide advice on the allocation and expenditure of funds, or on personnel actions.
- c. Advise the BLM in establishing resource management priorities for the Monument.
- d. Advise the BLM in establishing landscape goals and objectives for the Monument.
- e. Assist the BLM in developing recommendations for implementation of ecosystem approaches to management by advising the BLM in establishing goals and objectives within the Monument.
- f. Advise the BLM regarding ongoing local efforts to develop and achieve collaborative approaches to management of the Monument.
- g. Advise the BLM on encouraging cooperation with local volunteers to provide for the protection of important resources of the Monument.
- h. Advise the BLM on opportunities to enhance and expand existing partnerships and volunteer efforts.
- i. Advise the BLM on opportunities to enhance and expand existing educational outreach efforts.

7. COMMITTEE COMPOSITION:

- a. The Committee shall consist of nine members to be appointed by the Secretary. The members shall represent the interests of affected parties, to the extent practicable, as follows:
 - (1) A member of, or nominated by, the San Luis Obispo Board of Supervisors.
 - (2) A member of, or nominated by, the Kern County Board of Supervisors.
 - (3) A member of, or nominated by, the Carrizo Native American Advisory Council.
 - (4) A member of, or nominated by, the Central California Resource Advisory Council.
 - (5) A member representing individuals or companies authorized to graze livestock within the Monument.
 - (6) Four members with recognized backgrounds reflecting and representing:
 - (i) The purposes for which the Monument was established; and
 - (ii) The interests of other stakeholders, including the general public, that are affected by or interested in the planning and management of the Monument.

b. In appointing members to the Committee, the Secretary shall provide for balanced and broad representation.

8. MEMBER QUALIFICATION, SELECTION AND SERVICE:

a. Persons who are appointed serve at the pleasure of the Secretary. To be eligible for appointment to the Committee, a person must be qualified through education, training, knowledge, or experience to give informed and objective advice regarding the purposes for which the Monument was established; have demonstrated experience or knowledge of the geographical area under the purview of the Committee; and have demonstrated a commitment to collaborate in seeking solutions to a wide spectrum of resource management issues. Committee members must reside in, or within reasonable proximity to, central California. Committee nominees must be supported by letters of recommendation from the groups or interests they will represent.

b. Members of the Committee will be appointed for 3-year terms.

c. The term of a member who has been appointed on the basis of his or her status as an elected official, will end upon the members' departure from elected office. The Secretary will replace the member who leaves office by filling the vacancy using the same method by and for the remaining duration for which the original appointment was made. However, at the Secretary's discretion, the member may be permitted to remain on the Committee by filling another vacant position, if any, provided that the member is qualified to represent the vacant interests on the Committee.

d. The Secretary may, after written notice, terminate the service of a member if, in the judgment of the Secretary or his/her authorized representative, removal is in the public interest. Members may also be terminated if they no longer meet the requirements under which they were appointed, fail or are unable to participate regularly in Committee work, or have violated Federal law or the regulations of the Secretary. When a member fails to regularly attend meetings, the DFO will inform the member, in writing, that their service on the Committee could be terminated. When any member fails to attend two consecutive meetings, without good cause, the DFO or his/her designee may deem that member's position on the Council to have been vacated. Upon such determination, the DFO will inform the member, in writing, that his or her service on the Committee is terminated.

e. Vacancies occurring for any reason, including resignation, death, changing residency by relocating outside the area (identified in 8a.), failure to regularly attend Committee meetings, or Secretarial removal will be filled by the Secretary for the position vacated and the balance of the vacated member's term in the same manner in which the original appointment was made. Such vacancies will be immediately reported to the DFO.

f. Members of the Committee shall be required to disclose their direct or indirect interest in leases, licenses, permits, contracts, or claims which involve lands or resources administered

by the BLM, or in any litigation related thereto. No Committee member shall participate in any matter directly affecting the member's personal interest.

g. Members serve without salary, but will be reimbursed for travel and per diem expenses when on Committee business, as authorized by 5 U.S.C. 5703.

9. COMMITTEE OFFICERS: Pursuant to FACA, the Committee will elect officers from among its members annually, usually at the first meeting of each calendar year.

10. ETHICS RESPONSIBILITIES OF MEMBERS:

a. A member may not participate in matters that will directly affect, or appear to affect, the financial interests of the member or the member's spouse or minor children. Compensation from employment does not constitute a financial interest of the member so long as the matter before the Carrizo Plain National Monument Advisory Committee will not have a special or distinct effect on the member or the member's employer, other than as part of a class. The provisions of this paragraph do not affect any other statutory or regulatory ethical obligations to which a member may be subject, including those in b., below.

b. As provided in 43 CFR Sec. 1784.2-2, members of the Council shall be required to disclose their direct or indirect interest in leases, licenses, permits, contracts, or claims that involve lands or resources administered by the BLM, or in any litigation related thereto. No Council or subcommittee member shall participate in any matter in which the member has a direct interest.

11. MEETINGS:

a. The Committee shall meet at the call of the DFO. All meetings of the Committee must be attended by the DFO, or his/her representative. All meetings, including field examinations, will be open to the general public and representatives of the news media. Any organization, association, or individual may file a statement or appear before the Committee regarding topics on the meeting agenda, except that the DFO may require that presentations be reduced to writing and that copies be filed with the Committee.

b. A notice of each meeting of the Committee must be published in the Federal Register and distributed to the news media serving the jurisdictional area of the Committee 30 days in advance of such meeting. If urgent circumstances prevent a 30-day notice, not less than a 15-day notice will suffice. The notice sets forth the purpose, time, and place of the meeting. If it becomes necessary to postpone or cancel a meeting, a notice will be published in the Federal Register and distributed to the local news media as early as possible.

c. Committee meeting agendas will be approved in advance by the DFO.

d. The Committee will normally meet four times a year, but in no case less than twice annually. Additional meetings may be called by the DFO.

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e. Regular committee business activities will be conducted using standard rules of order (e.g., Roberts Rules of Order).

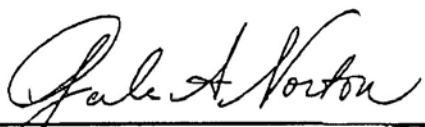
f. Quorum and voting procedures: A quorum of Committee members must be present to constitute an official meeting of the Committee and conduct business. At least five (5) members must be present to constitute a quorum; to make a formal recommendation to the DFO requires a two-thirds majority vote.

12. COMMITTEE RECORDS: Detailed minutes of each Committee meeting will be kept and will contain a record of the persons present, a complete and accurate description of matters discussed and conclusions reached, and copies of all documents received, issued, or approved by the Committee. The accuracy of all minutes will be certified by the Committee Chairperson. Copies of the minutes will be maintained in the office of the DFO and will be available for public inspection and copying during regular business hours.

13. ESTIMATED OPERATING COSTS: Annual activities of the Committee will require an estimated \$30,000, including 4 Federal work months.

14. EXPIRATION DATE: The Committee's charter will expire 2 years from the date below, unless, prior to that date it is renewed by the Secretary in accordance with the provisions of Sections 14(b) of the FACA, 5 U. S. C. Appendix. The Committee shall not meet without a valid current charter.

15. AUTHORITY: FLPMA 43 U.S.C. 1701 et seq.



SECRETARY OF THE INTERIOR

AUG 02 2004

Date Signed

Date Charter Filed